

## 2.14 and 2.15 M-SPIRIT Release Training

### May 31, 2012 and June 5, 2012

2.14 Release		
Slide 3 Risk Factors	Risk Factor 131 (Low Maternal Weight Gain) was comparing the pre-pregnancy weight with the current weight when assigning the risk factor in the 2 <sup>nd</sup> and/or 3 <sup>rd</sup> trimesters	Risk Factor 131 will now be assigned when comparing the two most recent weights.
Slide 4 Certification	<p>A certification was started on an infant but was not finished until the infant turned one year. SPIRIT would not allow you to complete the certification or remove it.</p> <p>For example, a certification is started on an infant 2 days before he turned 1 year old. The certification was not completed on that date and was completed a week later (after the infant turned 1 year old and is now classified as a child). If this occurred SPIRIT would not allow the certification to be completed (due to the category change) nor would it allow the incomplete certification to be removed.</p>	You still cannot complete the certification, but NOW you will be able to remove the incomplete certification and start a new certification (as the child).
Slide 5 VOC Certification	SPIRIT was allowing a VOC certification if a pregnant woman brought in a VOC with a certification end date more than 6 weeks past the Expected Delivery Date.	<p>SPIRIT will no longer allow a VOC certification with a certification end date more than 6 weeks past the Expected Delivery Date.</p> <p>You will now have to enter the appropriate certification end date (date 6 weeks past EDD).</p>
Slide 6 Referrals	The Referrals Screen displayed the referrals in random order.	Referrals will now appear in alphabetical order.
Slide 7 Appointments	When scheduling appointments, if a staff member wanted to schedule the participant in one of their other clinics (satellite clinic) and print the appointment notice, the appointment notice was not displaying the information for the correct clinic.	The clinic information for which the appointment notice is printed will now match the clinic selected in the drop-down list.
Slide 8 Risk Factors	In the CGS, on the Risk Factors Screen, when the Cancel button was clicked any risk factors added were saved, but not displaying as "Risk Factors."	Now when the Cancel button is clicked, all risk factors added will be removed.
Slide 9 CGS Toolbar	The tool tip text was not displaying when the mouse was hovered over the toolbar button.	<p>Now the tool tip text will display.</p> <p>*See the following slide for an example.</p>
Slide 11 Demographics	When changing a woman's category from breastfeeding to non-breastfeeding the standard message was not displaying "The infant formula prescription should be reassessed by the CPA."	<p>This message will now display</p> <p>*To remind staff the infant's food package should be looked at to ensure necessary changes are made.</p> <p>*See following slide for example of the message.</p>
Slide 13 View Notes	Notes were not always displaying in the order they were created.	Notes will now display according to the date and time they were created.
Slide 14 CGS (VENA)	In the CGS, for a breastfeeding or non-breastfeeding woman, when the Cancel button was clicked in VENA it still showed the VENA link checked on the CGS screen.	Now if the Cancel button is clicked in VENA (meaning no VENA contact added) the VENA link on the CGS screen will not be checked.

## 2.15 Release

Slide 16 Manage Alerts		<p>This is an Enhancement: The Manage Alerts screen can now be accessed by a button on the CGS toolbar and the Participant Folder toolbar.</p> <p>You will still be able to access the Manage Alerts screen from the Participant Activities menu drop-down.</p> <p>You will now be able to view/create/delete alerts from the CGS without having to close out.</p> <p>*See the next 2 slides for examples of where the button is located.</p>
Slide 19 Manage Notes		<p>This is an Enhancement: The Manage Notes screen can now be accessed by a button on the CGS toolbar and the Participant Folder toolbar.</p> <p>You will still be able to access the Manage Notes screen from the Participant Activities menu drop-down.</p> <p>You will now be able to view/create notes from the CGS without having to close out (aside from the SOAP note).</p> <p>*See the next 2 slides for examples of where the button is located.</p>
Slide 22 Signature Pad	The text displaying on the signature pad was illegible.	The text will now be legible when viewing the signature.
Slide 23 Resetting Local Reference Data	When resetting the local reference data (right clicking the W in the bottom right hand corner) – the progress bar displayed “Not Responding” even though it was resetting the data.	<p>A new box will now display when resetting the local reference data.</p> <p>*See next slide for example.</p>
Slide 25 Participant List	When a status was changed from breastfeeding to non-breastfeeding the certification end date did not change within the Participant List screen (under Show Details). The certification was still effective for the one year.	<p>The certification end date will now change with the category change.</p> <p>*IMPORTANT: This only applies before the baby turns 6 months. Once it is past the 6 month mark, the woman’s category should not be changed, but they should be terminated due to categorical ineligibility.</p>
Slide 26 SOAP Notes	When creating a SOAP Note, the individual primary contact information that was last entered is automatically entered into the note (such as referrals, height/weight/blood, education contacts and risk factors).	<p>A follow-up SOAP Note will now include all the individual contacts, group contacts and goal settings within the certification period whether they were added during the certification or follow-up appointments.</p> <p>*This could make that SOAP Note very “busy” if a participant has been seen several times in a certification period.</p>
Slide 27 Linked Participant	A fully breastfeeding woman was linked to her infant during the certification, but the link became unchecked. When going back to try to re-link the woman and infant an error message would arise “Infant is already linked to mother.”	<p>If the link now becomes unchecked the woman and infant can be re-linked without the error message occurring.</p> <p>*The State is working on why this happens in the first place.</p>

Slide 28 Risk Factors & SOAP Notes	Necessary risk factors are not being assigned during a certification if a measurement is entered with a date previous to the certification date. Additionally the SOAP Note is not including this previous dated measurement.  Example: Entering a measurement at certification from the doctor taken 2 weeks ago. (within the 60 day time-frame)	Necessary risk factors will now be appropriately assigned even if the measurement date is up to 60 days prior to the certification. Additionally the SOAP note will now also include this information.
Slide 29 Food Prescription	Staff members with “View Only” permission (such as an Aide), could only see the most current food package assigned.	Now staff members with the “View Only” permission can see all the food packages assigned and are able to expand and collapse the tree list.
Slide 30 Issue Benefits	A woman is certified pregnant and then stops coming in to pick up benefits. After she has the baby she then decides to come back in and is now certified as a postpartum woman. SPIRIT was taking information from her pregnancy certification and using those dates on her new benefits causing a gap in benefits.	The benefit dates will now be printed in alignment with the most current certification dates.
Slide 31 Participant List	When the Show Details button was clicked on the Participant List screen, the telephone number was incorrectly formatted.	The telephone number will now show with dashes ###-###-####.  *See example on next slide.
Slide 33 Income Calculator	If a participant was declared over-income and you wanted to re-do their income, you were unable to reinstate them or remove the incomplete certification to start a new certification.	Now if a participant is declared over-income and you want to start a new certification, you can simply just start a new one by clicking on the CGS button.
Slide 34 Certification Details	The Show Details button on the Certification History tab was disabled making the Participant/Proxy Signature (for Rights and Responsibilities) not able to be viewed.	The Show Details button will now be enabled.
Slide 35 Issue Benefits	SPIRIT did not always include the last set of benefits for participants becoming categorically ineligible.	SPIRIT will now allow you to add a set of benefits if the last set of benefits falls within the month the participant becomes categorically ineligible.  *See example on next slide.
Slide 37 Food Packages		Enhancements were made to food items and as a result these changes have been made: <ol style="list-style-type: none"> <li>1) The milk calculator will now increase and decrease by 4 quarts instead of one.</li> <li>2) When both peanut butter and beans are listed on the food package (Pregnant, Substantially and Fully Breastfeeding women), the option to exchange the peanut butter for another bean or the bean for peanut butter is now available. We recommend only using this option if there is a known peanut allergy in the family or if the participant requests.</li> </ol>

Slide 38 Food Packages		<p>If trying to add an inappropriate food item without a prescription to a food package a message will appear stating you are over the food limit.</p> <p>This statement is incorrect because you are not over the food limit; you are just adding a food item not appropriate for the category.</p> <p>For Example: If you try to add whole milk to a food package for a child over 2 years old.</p> <p>There are 3 simple steps to take if this occurs....</p>
Slide 39		<p>Step 1: If trying to add whole milk to a food package for a child over 2 years old, this message appears. Click No.</p>
Slide 40		<p>Step 2: The inappropriate food item will still appear after clicking No. (As you can see)</p> <p>Step 3: Cancel out of the “Add Food Package” screen and start a new food package.</p>
Slide 41 Food Packages		<p>The food packages for women breastfeeding multiples are issuing correctly.</p> <p>The only problem is in the “Add Food Package” screen the description of the food package (in the top right-hand corner) is incorrect.</p>
Slide 42		<p>For Example: A woman substantially breastfeeding multiples would receive a fully breastfeeding food package. The description in the top right-hand corner says she is partially breastfeeding multiples.</p> <p>Rest assured the Food Package itself is correct.</p>